

DEPARTMENT OF HUMAN SERVICES
DIVISION OF JUVENILE JUSTICE SERVICES
POLICY AND PROCEDURES

Policy No.: 01-06	Effective Date: 05/05/04	Revision Date: 08/31/04
Subject: Assessment Policy		

I. Policy Statement

Juveniles receiving services from the Division shall be administered Risk Assessments (PRA, PSRA) to assist in determining appropriate intervention strategies to meet the juvenile's individual needs.

II. Rationale

The Division strives to individualize treatment and services to juveniles by utilizing research-based assessment tools shown to be effective predictors of risk to reoffend.

III. Definitions

- A. The "CARE Information System (Court and Agencies' Record Exchange Information System)" is an Internet-based information system utilized across the Juvenile Justice System in Utah.
- B. The "Pre-Screen Risk Assessment (PSRA)" is an assessment tool accessible on the CARE Information System, designed to indicate the level of risk to reoffend. It consists of Delinquency History, Social History, and Attitudes/Behavioral Indicators sections and is to be used with the front-end population.
- C. "Protective and Risk Assessment (PRA)" is an assessment tool accessible on the CARE Information System, designed to indicate both protective and risk factors. The tool shall be utilized in creating service plans and treatment plans for delinquent juvenile in ten different life areas, or "domains".

IV. Procedures

- A. Pre-Screen Risk Assessment (PSRA):
 - 1. Staff in identified intervention programs shall administer the PSRA on its targeted population.
 - 2. Staff administering the PSRA shall have completed the initial Risk Assessment Training, including the section on the CARE Information System.
 - 3. Collateral information shall be gathered during the assessment process to verify information included in the assessment (e.g., parental information, school records, prior involvement with the Division of Child and Family Services, etc.).

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4. The PSRA shall be entered into the CARE Information System. Staff shall create a new case number if the juvenile is not in the system.
5. The PSRA shall be utilized to help determine appropriate services for juveniles. This may involve directly delivering services or referring to other agencies/programs to provide the needed services.
6. Staff shall discuss the risk factors identified on the assessment with juveniles and their parents/guardians.

B. Protective and Risk Assessment (PRA)

1. Staff shall administer a PRA on all juveniles ordered to the care, custody and control of the Division of Juvenile Justice Services.
2. Staff administering the PRA shall complete the Risk Assessment Training, including the section on the CARE Information System.
3. The PRA shall be entered into the CARE Information System.
4. Staff, with the exception of secure care staff, shall complete the initial PRA, or update an existing PRA, within 30 days of a juvenile being ordered to Division custody.
5. Staff shall update the PRA every 90 days, or after significant change in the juvenile's circumstance (e.g., change in placement or legal status), during the length of the juvenile's stay in custody.
6. Collateral information shall be gathered during the assessment process to verify information included in the assessment (e.g., parental information, school records, prior involvement with the Division of Child and Family Services, etc.).
7. Staff shall utilize the information obtained from the PRA when developing and implementing any treatment or service plans for juveniles. These plans shall encompass both protective and risk factors.
8. Staff shall utilize additional assessments, as necessary.
9. Secure Care shall update the PRA every six months during the length of stay in secure care.

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C. Quality Assurance:

Each Juvenile Court District and the corresponding Division programs within each district will develop a Quality Assurance Plan to ensure that PSRA and PRA assessments are administered in a consistent, high-quality manner. Programs will adhere to, train staff, and update these plans, as necessary.

V. Continuous Renewal

This policy shall be reviewed three (3) years from its effective date, to determine its effectiveness and appropriateness. This policy may be reviewed before that time to reflect substantive change.

This policy has been reviewed by the Board of Juvenile Justice Services and is approved upon the signature of the Director.

Eldon Money, Chairman
Board of Juvenile Justice Services

Date

Blake D. Chard, Director
Division of Juvenile Justice Services

Effective/Revision Date